

## **ASSOCIATE GEOLOGIST**

**DEFINITION:** Under immediate supervision, performs beginning level geology work of a non-technical nature; performs a planned learning progression of the duties and responsibilities described at the next higher level; duties assigned are to familiarize incumbents with the more difficult scientific work of geology; performs related work as assigned.

**ESSENTIAL FUNCTIONS:** This list is ILLUSTRATIVE ONLY and is not a comprehensive listing of all functions and tasks performed by incumbents of this class.

### **TASKS:**

Carries out assignments in accordance with instructions and established programmatic geologic methods; assists upper level management and/or scientific staff in compiling, gathering and studying non-technical geologic, geochemical, petrographic, mineralogic and mineral resource appraisal; applies specific instructions, methods and procedures where application of a full knowledge of geologic principles is not required; makes close observations, measurements, compilation and computation of field data.

Prepares maps, tables and illustrations for review and approval by supervisor; identifies fossil findings, grade of rocks and mineral, sedimentation, quantity of mineral reserve and related environmental disruption resulting from a number of industrial operations; takes samples of geologic findings; refers unusual or unexpected findings to immediate supervisor; provides preliminary support in the review and development of mineral lease agreements, contracts, water development studies and other surface and subsurface development of the Nation's resources; prepares reports and maintains records; answers relative simple questions concerning geology.

### **KNOWLEDGE, SKILLS AND OTHER CHARACTERISTICS:**

Knowledge of geology concepts and principles as would typically be acquired through a bachelor's degree program.

Knowledge of computer hardware, software and peripherals.

Knowledge of research methods and practices.

Skill in analyzing simple maps and geological reports.

Skill in written and verbal communication.

Skill in establishing and maintaining effective working relationships.

Ability to apply academic theory and basic principles of geology.

Ability to apply basic mathematic formulas to routine calculations.

**PHYSICAL REQUIREMENTS AND WORK ENVIRONMENT:** Work requires attention to detail with potential exposure to loud noises, dust, toxic chemicals and fumes when working on site; exposure to minor injury may result.

### **MINIMUM QUALIFICATIONS:**

- A Bachelor's degree in Geology or a related field of academic discipline. Specialized experience in geology is not a requirement; this is an entry level position with no requirement for prior experience.

### **PREFERRED QUALIFICATIONS:**

- One (1) year of Geological experience.

Depending upon the needs of the Nation, some incumbents of the class may be required to demonstrate fluency in both the Navajo and English languages as a condition of employment.